

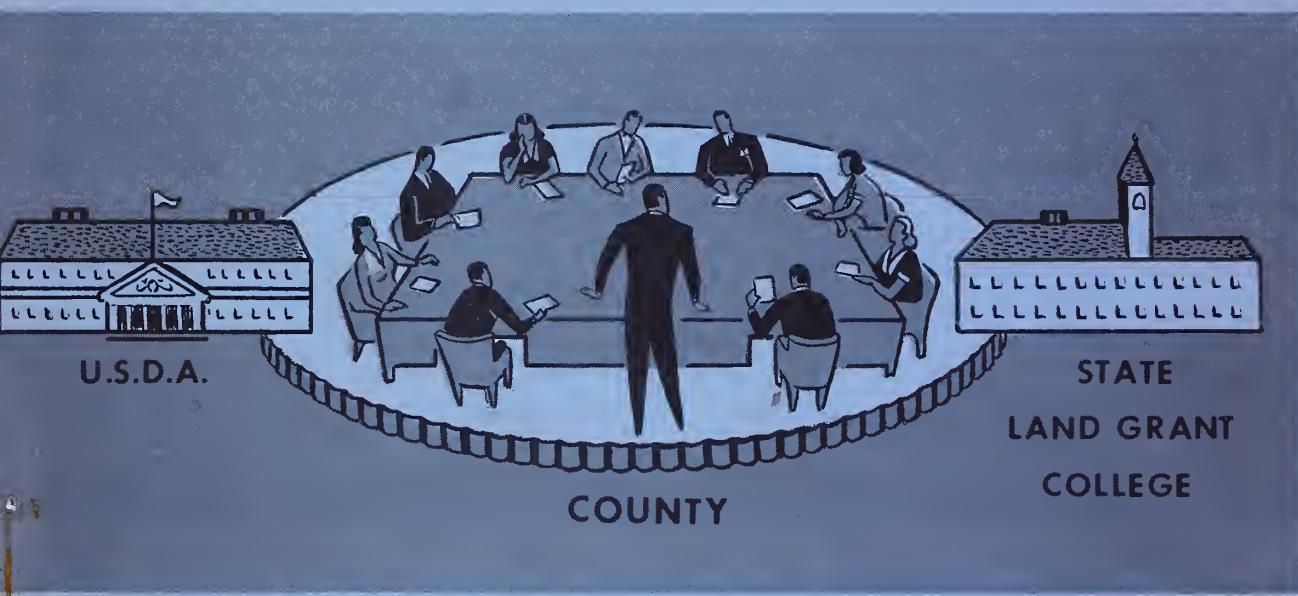
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A275.2
Ex824C

Summary of Study

County Extension Organization and Financing Procedures



Federal Extension Service
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March 1955

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The county group with matters pertaining to the important segment of the

From time to time State information on county extension work. In order to help bring the Extension Service up to date, and questionnaire relating to extension and financing procedures was sent to the Land-Grant Colleges in January 1955. This report.

officially on the county is an

and nationwide extension procedures. Federal Extension work in the States, a extension organization of the State Land-Grant Colleges given in this

BOOK NUMBER A275 2
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Since its inception, extension work has grown and has been organized in each State and county in a manner which seemed best for future development in that State or county. Consequently, although in each county there is a county group with whom the Land-Grant College deals officially on matters relating to the conduct of extension work, the matters dealt with and the procedures used are not uniform among the States nor in some instances among the counties of a given State.

The information in this report is based upon the State as a unit and gives the situation as it generally applies in the various States.



A handwritten signature in cursive ink, appearing to read "J. H. Ferguson". Below the signature, the word "Administrator" is printed in a smaller, sans-serif font.

Summary of Study
County Extension Organization and Financing Procedures^{1/}

I. County Extension Organization

Three Types of County Groups

In every county in which cooperative extension work is conducted there is a responsible county group with whom the Land-Grant College deals on official matters.

The county groups fall into three categories; (1) the general governing officials of the county like the Board of County Commissioners; (2) another group provided for under State law but NOT the general governing officials; and (3) a group not provided for under the laws of the State.

As shown in Table 1, the county group with whom the Land-Grant College deals officially in 28 States is the general governing officials (Group a) as the Board of County Commissioners or some similar name. In 13 States it is another county group provided for under State law (Group b). In 5 States it is still another group not provided for under State law (Group c).

Table 1. County group with whom the Land-Grant College deals officially in matters relating to the conduct of extension work in the county.

a. General governing officials of the county (Group a)	28 States	Northeast - 1 Central - 4 South - 13 West - 10
b. NOT the general governing official of the county but some other group <u>provided for under State law</u> . (Group b)	13 States	Northeast - 7 Central - 6 South - 0 West - 0
c. Not provided for under State law. Neither 1 or 2 above. (Group c)	5 States	Northeast - 3 Central - 2 South - 0 West - 0

^{1/} This report is a summary of 46 replies to questionnaires sent to the Land-Grant Colleges the early part of January, 1955, for information relating to county extension organization and financing procedures. Summarizing Committee - Fred P. Frutchey, Division of Extension Research and Training; Charles A. Sheffield, Division of Agricultural Programs; Ralph E. Groening, Division of Management Operations, Federal Extension Service, USDA.

The name of the county group with whom the Land-Grant College deals officially is shown in Table 2.

Table 2. Name of county group with whom the Land-Grant College deals officially in matters relating to the conduct of extension work in the county.

Group a - General governing officials of the county.

28 States

2/

<u>State</u>	<u>Name of County Group</u>
Northeast - 1 State	
Maryland	County Commissioners
Central - 4 States	
Michigan	County Board of Supervisors
North Dakota	Board of County Commissioners
Ohio	County Commissioners
Wisconsin	County Agriculture Committee (An official committee of the County Board of Supervisors)
Southern - 13 States	
Alabama	Commissioners Court and Board of Revenue
Arkansas	County Judge and Agricultural Planning Committee
Florida	County Commissioners
Georgia	County Commissioners and County School Board
Kentucky	County Fiscal Courts - fiscal courts give funds to Farm Bureaus - fiscal court appropriates for one agent and school board for another
Louisiana	Police Jury and School Board
Mississippi	Board of Supervisors
North Carolina	Board of County Commissioners
Oklahoma	County Commissioners
South Carolina	County Legislative Delegation (to State Legislature)
Tennessee	County Judge and County Agricultural Advisory Committee consisting of Magistrates, etc.
Texas	County Commissioners Court
Virginia	County Board of Supervisors
Western - 10 States	
Arizona	County Board of Supervisors
California	County Board of Supervisors
Colorado	Board of County Commissioners
Idaho	Board of County Commissioners
Montana	Board of County Commissioners
Nevada	County Commissioners
New Mexico	Board of County Commissioners
Oregon	County Court
Washington	Board of County Commissioners
Wyoming	Board of County Commissioners

2/ Quotations from the questionnaire replies

Group b. - NOT the general governing officials of the county but some other group provided for under State law.

13 States

<u>State</u>	<u>Name of County Group</u>
Northeast - 7 States	
Connecticut	Any corporation or association organized to provide instruction and demonstration in agriculture and home economics
Massachusetts	Trustees for County Aid to Agriculture
New Jersey	Executive Committee of County Board of Agriculture is the over-all sponsoring and advisory group in each county by virtue of Memorandum of Understanding. County Boards of Agriculture are legally established organizations considered as representative of the agricultural interests of the counties in which located.
New York	County Farm and Home Bureau and 4-H Club Association
Pennsylvania	County Agricultural Extension Association
Maine	County Extension Association
Rhode Island	Farm Bureaus (Not AFBF affiliates)

Central - 6 States

Iowa	County Farm Aid Association - County Farm Bureau
Kansas	Executive Board of County Agricultural Extension Council
Minnesota	County Extension Committee
Missouri	A county farm organization
Nebraska	County Extension Service
South Dakota	County Extension Board with one county commissioner - mandatory - appointed by the county commissioner upon advice from leaders in agriculture in county - One woman member is customary but not mandatory according to law.

Group c - A group not provided for under State law - (not the general governing officials of the county nor some other group provided for under State law)

5 States

<u>State</u>	<u>Name of County Group</u>
Northeast - 3 States	
Delaware	Not specified by law that Land-Grant College deal with any group. The College, however, advises with Levy Court on appropriations and with county extension advisory groups on programs.
New Hampshire	County Farm Bureau Executive Board

Group c - continued

<u>State</u>	<u>Name of County Group</u>
Vermont	County Extension Service Committee. In 13 counties this committee is the County Farm Bureau Committee which, by agreement, serves in an advisory capacity. In one county a special Extension Committee is selected by the voters of the county.
Central - 2 States	
Illinois	Farm and Home Bureau Boards
Indiana	County Extension Committee. A group representing all organizations directly or indirectly interested in agriculture and home economics set up their own organization with constitution and bylaws.

Although in each county there is a county group with whom the Land-Grant College deals officially on matters relating to the conduct of extension work, the matters dealt with are not necessarily uniform in all counties. Some counties also have advisory committees of citizens who are consulted on policy formation, program development and other matters.

Provisions in State Laws

Thirteen States have State laws which provide for county groups (Group b) other than the general governing officials of the county. Table 3 shows the number of these States in which the law specifies the basis for selection of the county group, the number of members and the organization pattern.

Table 3. County group provided for under State law (Group b - 13 States)
but not the general governing officials of the county.

Does State law specify:	Number of States		
	Yes	No	No report
Basis for selection of group	7	5	1
Number of members	5	7	1
Organization Pattern	5	8	0

Number of Members of County Group

In addition to the above 13 States there are 5 States having county groups not provided for under State law. This makes a total of 18 States (Groups b and c) in which the county group is not the general governing officials. The number of members of the county group in these 18 States is shown in Table 4.

Table 4. Number of members of the county group.

5 members - 1 State - South Dakota	
9 members - 3 States - Kansas, Massachusetts, Minnesota	
Varies from county to county - 11 States	
Connecticut	
Illinois	
Indiana	20 - 60 members
Iowa	22 for typical 16 township county
Maine	12 - 15 members
Missouri	
New Hampshire	12 - 25 members
New Jersey	12 - 50 members
New York	22 - 25 members
Rhode Island	
Vermont	7 - 38 members

No report - 3 States

Term of Office of County Group

The term of office of the county group in the 18 States is given in Table 5.

Table 5. Term of office of county group.

1 year - 5 States - Iowa, Kansas, Missouri, New Hampshire, Rhode Island
3 years - 2 States - Massachusetts, Minnesota
Varies - 8 States

Connecticut
Illinois
Indiana
Maine
New Jersey
New York
South Dakota
Vermont

No report - 3 States

Number of Members Selected Each Year

In some of the 18 States all members of the county group are selected each year; in other States some members are selected each year; and in other States it varies from county to county as shown in Table 6.

Table 6. Number of members of county group selected each year.

All members selected each year

3 States - Iowa, Kansas, Rhode Island

Some members selected each year

3 States - Massachusetts, Minnesota, New York

Varies from county to county

9 States - Connecticut, Illinois, Indiana, Maine, Missouri, New Hampshire, New Jersey, South Dakota, Vermont

No report

3 States

Methods of Selecting Members

The methods of selecting the members of the county group in the 18 States are given in Table 7.

Table 7. Methods of selecting members of county group.

Appointed - 2 States - Massachusetts, South Dakota

Elected - 12 States - Connecticut, Illinois, Indiana, Iowa, Kansas, Maine, Missouri, New Hampshire, New Jersey, New York, Rhode Island, Vermont.

Appointed and elected - 1 State - Minnesota

No report - 3 States

Basis for Representation and Procedure for Selection

The basis for representation and procedure followed in appointing or in nominating and electing members of the county group in the 18 States are given in Table 8. They are direct quotations from the questionnaire.

Table 8. Basis for representation and procedure followed in appointing or in nominating and electing members in a county group.

Northeast

Connecticut - County Farm Bureau directors elected from each town in county. Advisory committees on similar basis.

Maine - Elected at an annual meeting of the County Extension Association, however, any citizen can vote. Nominations are made by a nominating committee.

Table 8 - continued

Massachusetts - Nominated by County Commissioners in each county. Current Board of Trustees often suggest names of persons whom County Commissioners might consider when nominations are made.

New Hampshire - Members of County Farm Bureau Executive Board elected at annual meeting of County Farm Bureau membership.

New Jersey - The Executive Committee members are elected each year according to provision of the organization's constitution and bylaws. A slate is usually presented by a nominating committee and nominees are selected so that all areas and interests are represented.

New York - Members of the County Farm Bureau and County Home Bureau elect, either by mail or at their annual meeting, the membership of their executive committees. The 4-H Club executive committee is nominated by a committee represented by the county 4-H Club executive committee and the Farm Bureau and Home Bureau Executive Committees and elected at the annual meeting of the County Association.

Rhode Island - Nominating committee selects directors representing all towns. Nominations can come from floor too. After election, directors name from their ranks executive committee and officers.

Vermont - Elected by membership in 13 counties, by voters in one county.

Central

Illinois - The members of the boards are elected by the membership at the annual meeting.

Indiana - Since each organization sets up their procedure there are slight differences. All have a method of selecting representatives and changing membership.

Iowa - Directors nominated at township meetings and elected along with the county officers at the county annual meeting.

Kansas - Townships and incorporated cities within a county each elect three representatives to the County Agricultural Extension Council. Council members elect an Executive Board of nine. All legal voters are eligible to vote in township and city elections.

Table 8 - continued

Minnesota - Three elected officials, including the county auditor and two county commissioners, are by law members of the county committee. The other six are appointed by the County Commissioners. Only people actively engaged in agriculture as principal source of livelihood are eligible for appointment.

Missouri - Attempt to get man and woman from each township on Board of the organization.

South Dakota - The County Extension Board is appointed by the county commissioners upon advice and suggestions from various extension groups and leaders in county.

3 States - No report

Frequency of Meetings of County Group

In 25 of the 46 States replying to the questionnaires the county groups meet monthly to conduct extension business. In other States the county groups meet bimonthly, quarterly, or annually. In two States they meet "on call." These figures are given in Table 9.

Table 9. Frequency of meetings of county group.

Frequency of meetings	Number of States			
	Group a - general governing officials	Group b - group provided under law	Group c - group <u>not</u> provided under law	Total
Monthly	19	5	1	25
Bimonthly	3	0	1	4
Quarterly	3	3	2	8
Annually	2	4	1	7
On call	1	1	0	2
Total	28	13	5	46

In some States the frequency with which the county group meets varies from county to county, but the usual procedure in the counties of the States is indicated in the above table.

Executive Committees in the Counties

In 15 of the 46 States the county groups have executive committees to function for the whole committee as shown in Table 10.

Table 10. Executive committee to act for the county group.

Group	States		
Group a - general governing officials	2 States - Kentucky, Michigan		
Group b - group provided under law	9 States - Connecticut Kansas Maine Missouri Nebraska		
Group c - group <u>not</u> provided under law	4 States - Delaware Illinois		
Total	15 States		

Basis for Selecting Executive Committee

The basis for selecting the members of the executive committee of the county group is shown in Table 11. The statements are full quotations from the questionnaire replies.

Table 11. Basis for selecting members of executive committee.

Group a - General governing officials

Kentucky	- County Farm Bureau has the usual officers and they elect an executive committee at their annual meeting on the 4th Monday in June.
Michigan	- Appointed (Agricultural Committee of Board of Supervisors) from own membership.

Group b - Group provided under law

Connecticut	- Officers plus a number of directors and chairmen of advisory committees.
Kansas	- Executive Board of nine elected by county extension council.
Maine	- Leadership ability, geographical representation in county interest in community development.
Missouri	- Bylaws of organization specifies generally officers, president, vice president, secretary and treasurer and 3 additional Board members.
Nebraska	- According to each constitution but generally elected by the members from their group.
New Jersey	- Bylaws in most cases provide for proportionate representation from several commodity interests of the county plus a provision for geographic representation.
New York	- Chairman of each department executive committee and president of the County Association.
Pennsylvania	- Elected by Extension Association members.
Rhode Island	- Nominating committee selects directors representing all towns. Nominations can come from floor too. After election, directors name from their ranks executive committee and officers. Generally outstanding people of each town.

Group c - Group not provided under law

Delaware	- One from each commodity area, one from home demonstration, one from 4-H.
Illinois	- Interest
Indiana	- Depends on county, but each one has a definite procedure.
New Hampshire	- Annual meeting of the whole County Farm Bureau.

Functions of the Executive Committee

The functions of the executive committees in the 15 States in which the counties have executive committees are varied as indicated in the quotations listed in Table 12. They include (1) financing - obtain financial support, aid in developing and supporting the budget, approve expenditure of money, administration of local funds; (2) program - program planning, help carry out program; (3) aid in the selection and approval of county extension agents; (4) receive agent's reports.

Table 12. Functions of executive committee.

Group a - General governing officials

Michigan - Concern themselves with agricultural interests and responsibilities of the Board. We depend upon the Agricultural Committee to look out for our financial support from the county budget. We have the Agricultural Committee meet and approve the candidates we present for appointment.

Group b - Group provided under law

Connecticut - Assist with selection but not approve appointment of agents. Program planning, prepare and supervise budget, appoint committees.

Kansas - Administer program in county in cooperation with State Extension Service administration staff.

Maine - Advise on program development, recommend appointment of extension agents to Director, administration of local funds and maintaining organization.

Missouri - To carry on the functions of the Board, the months the Board does not meet.

Nebraska - Help plan extension program and approve it, help carry program out, prepare annual budget for county tax funds, approve expenditure of money.

New Jersey - Advise in the development and functioning of an extension program that meets the needs of the county. To receive reports of agents. Aid in the development of the annual budget request and support it before the County Board of Freeholders (County appropriating body).

New York - The functions of the Central Committee are those delegated to it by the Board of Directors as matters to be decided between the regular quarterly meetings of the County Association Board of Directors.

Pennsylvania - Budget dispersal of county funds. Extension program in county.

Rhode Island - Conduct the business of the bureau.

Table 12 - continued

Group c - Group not provided under law

Delaware - Program implementation.

Illinois - Directing the local Extension program, assisting the Farm and Home Advisor in executing this, directing the affairs of the Farm or Home Bureau.

Indiana - To make decisions and carry on between meetings of entire committee.

Frequency of Meetings of Executive Committee

The frequency with which the executive committee of the county group meets is shown in Table 13.

Table 13. Frequency of meetings of executive committee.

Frequency of meetings	Number of States			
	Group a - general governing officials	Group b - group provided under law	Group c - group <u>not</u> provided under law	Total
Monthly	0	6	2	8
Bimonthly	0	0	0	0
Quarterly	0	2	1	3
On call	2	1	1	4
Total	2	9	4	15

Extension Policy Determination

In 31 of the 46 States, extension policy in the county is determined through the cooperation of the county group, the Land-Grant College and the county extension agents as indicated in Table 14.

Table 14. Extension policy determination in the county.

Formed by	Number of States			
	Group a - general governing officials	Group b - group provided under law	Group c - group <u>not</u> provided under law	Total
County group cooperating with Land-Grant College and county extension agents	18	11	2	31
County group and Land-Grant College cooperating	4	2	2	8
Land-Grant College	5	0	1	6
County Group	1	0	0	1
Total	28	13	5	46

Below are the quoted comments made on questionnaire in regard to policy formation in the county.

Alabama - We call it a county council, the personnel of which represents all communities in the county.

Nevada - Director of Agricultural Extension Service, University of Nevada.

North Carolina - Extension policy in county is formed primarily by Land-Grant and County Extension Agents but County Commissioners are consulted and participate in varying degrees in different counties.

North Dakota - Each county selects a program planning group which meets once a year.

South Carolina - Policy is set forth in State County Agent Law. Within the framework of this State law, the Federal Law and the 1914 memorandum, a working policy is developed by extension agents, district agents, specialists and administrative workers, subject to approval.

Texas - County Program Building Committee.

Vermont - In home demonstration work policy relating to education work also clears through Home Demonstration Council. This is also true of 4-H work and 4-H county councils. County agents use special program committees of farmers.

Selection of County Extension Agents

The county extension agents are selected jointly by the county group from candidates recommended by the Land-Grant College in 36 of the 46 States as shown in Table 15.

Table 15. Responsibility for selecting county extension agents.

	Number of States			
	Group a - general governing officials	Group b - group provided under law	Group c - group <u>not</u> provided under law	Total
Jointly by the county group from candidates recommended by the Land-Grant College	21	11	4	36
By the Land-Grant College	6	2	1	9
Total	27 x	13	5	45 x

x Note Ohio in quoted comments made on questionnaire in regard to selection of agents.

- Idaho - Concurrence by County Committee is asked for.
- Nevada - Director of Agricultural Extension Service and staff, President of University and Board of Regents.
- New Jersey - Several approved candidates are presented to advisory groups who recommend their choice to Extension Director. Appointments are made by Trustees of University upon recommendation of Extension Director.
- Ohio - Selected jointly by County Advisory Committee from candidates recommended by Land-Grant College. Commissioners do not enter program of selection of agents.
- Oklahoma - Selected by College and approved by county group.
- South Carolina - Usually recommendations are initiated by State Director of Extension aided by other extension workers, district agents and State supervisor of Negro extension work. For home demonstration agents by special arrangement recommendations are made by president of Winthrop College, South Carolina.
- South Dakota - Candidates are supplied by College. Selection from candidates made by County Extension Board.

To Whom County Extension Agents Are Responsible

Twenty four of the 46 States indicated that the county extension agents are responsible to both the Land-Grant College and the county group as shown in Table 16.

Table 16. To whom county extension agents are responsible.

	Number of States			
	Group a - general governing officials	Group b - group provided under law	Group c - group <u>not</u> provided under law	Total
Land-Grant College and County Group	14	8	2	24
Land-Grant College	14	5	3	22
Total	28	13	5	46

Below are quoted comments made on questionnaire to this question.

Alabama - Supervision is by Extension Service through district men and women agents, but county workers are also subject to the board of revenue or commissioners with whom they keep in close touch.

Illinois - The programs are directed by the local group under the supervision of the College.

Louisiana - Must give service satisfactory to local people.

Nevada - Assistant Director for County Agent Work.

New Mexico - Agents are under supervision of Extension Service. Responsibility to county group rather secondary or indirect.

Oklahoma - Under administration and supervision of college.

South Carolina - There is a realization of responsibility to local people, to the county group referred to, but these are not a part of the administration machinery. It will be noted in the Act that the County Legislative Delegation has legal right to veto a proposed appointment for county and home agents. In such a case it is necessary to make another proposal.

Responsibility for Formulating County Extension Budgets

In 27 of the 46 States, the county group, the county extension agents, and the Land-Grant College cooperate in formulating the budget for county extension work. This information is shown in Table 17.

Table 17. Responsibility for formulating the county extension budget.

	Number of States			
	Group a - general governing officials	Group b - group provided under law	Group c - group <u>not</u> provided under law	Total
County group, county extension agents and Land-Grant College cooperating	17	8	2	27
Land-Grant College	7	0	1	8
County group cooperating with county extension agents	0	2	2	4
County Group	0	3	0	3
Land-Grant College and county extension agents	2	0	0	2
Land-Grant College and county group	1	0	0	1
County extension agents	1	0	0	1
Total	28	13	5	46

Below are the quoted comments made on questionnaire in regard to the formulation of the county extension budget.

Maryland - Land-Grant College with county extension agents cooperating.
Nevada - Director and Assistant Director for County Agent Work.
New Mexico - Final authority is county group. Request submitted by Director but county group determines final amount.
Michigan - With counsel of District Extension Supervisor.
Minnesota - Budget are generally prepared with the aid of county extension agents and district supervisors. Legally they are the responsibility of the county group.
Ohio - The County Extension Advisory Committee activity engages in budget formation in advisory capacity.
Oregon - By representative of the Extension Director's office in consultation with the County Court.
Wisconsin - Final approval of budgets rests with the County Board of Supervisors.

Review and Approval of County Extension Budgets

The county group and the Land-Grant College in 27 States review and approve the county extension budget as shown in Table 18.

Table 18. Review and approval of county extension budgets.

	Number of States			
	Group a - general governing officials	Group b - group provided under law	Group c - group <u>not</u> provided under law	Total
County group and Land-Grant College	17	8	2	27
County group	6	5	2	13
Land-Grant College	4	0	1	5
No report	1	0	0	1
Total	28	13	5	46

Below are quoted comments made on questionnaire in regard to the review and approval of the county extension budget.

California - Board of Supervisors - who appropriate the funds for county operating expenses.

Massachusetts - Reviewed and approved by County Commissioners and passed on by State Legislature.

Minnesota - Appropriations of course are made by the Board of County Commissioners. They may modify the budgets recommended by the Extension Committee.

New Mexico - County group: State Tax Commission

Oregon - Extension budgets are published in the county along with the entire budget of county expenditures and date is set on which taxpayers of the county may be heard on the budget or any of its component parts.

Written Agreements Between States and Counties

Twenty seven of the 46 States have written agreements between the States and the counties for conducting extension work.

Table 19. Written agreements between States and counties.

Group a - 13 States

Group b - 11 States

Group c - 3 States

Total - 27 States

Group a States (General governing officials)

Arizona, California, Colorado, Georgia, Idaho, Kentucky, Louisiana, Montana, Oklahoma, Tennessee, Texas, Wisconsin, Wyoming.

Group b States (Provided under law)

Connecticut, Iowa, Kansas, Massachusetts, Missouri, Nebraska, New Jersey, New York, Pennsylvania, Rhode Island, South Dakota.

Group c States (Not provided under law)

Illinois, New Hampshire, Vermont.

II. Financial Procedures

Amount and Distribution of Funds Expended for Extension Work for Fiscal Year 1953-54

Considerable variation exists among the States as to financing of county extension work. Of the total funds expended by 44 States, 6% of the funds were expended for work at the county level. The average spent in a county based on reports from 16 States ranged from \$2,870 to \$180,470. The average county expenditure in 24 States was \$23,831.

The following Table 20 shows amount and distribution of funds expended for extension work for fiscal year 1953-54:

Table 20. Amount and distribution of funds expended for extension work for fiscal year 1953-54.

	Total funds	Spent in county		Per county		
		Amount	Percent	Average	Maximum	Minimum
Total all sources	(46) ^x \$88,264,599	(44) \$58,474,383	(44) 69	(24) \$23,831	(16) \$180,470	(16) \$2,870
Federal and State	(46) \$63,831,157	(44) \$35,511,570	(44) 58	(40) \$14,828	(39) \$ 99,384	(39) \$1,500
County	(46) \$21,562,427	(45) \$21,488,625	(45) 100	(41) \$ 9,167	(42) \$135,461	(41) \$ 169
Nonpublic	(23) \$ 3,181,013	(23) \$ 3,108,140	(23) 98	(15) \$ 3,216	(12) \$ 36,000	(9) \$ 55

^x Note: The numbers in the parentheses are the number of States reporting on item.

Bases for Distribution of Federal and State Extension Funds

One or more bases are used by a State for distributing Federal and State funds to the counties for financing county extension work. The most frequently used basis (19 States) is that the amount distributed to a county is based on the ability of the county to appropriate money and pay for extension work. The second most frequently used basis (16 States) is that the amount is allocated on the basis of need. The bases used by the States are shown in Table 21.

Table 21. Bases for distribution of Federal and State extension funds to counties.

Bases	Number of States			
	Group a - general governing officials	Group b - group provided under law	Group c - group <u>not</u> provided under law	Total
Amount based on ability of county to appropriate money and pay for extension work	14	2	3	19
Amount allocated on basis of need	11	3	2	16
Amount based on the volume of extension work now done in the county in relation to potential teaching load (population)	8	4	1	13
Amount based on factors determining salaries and promotions	9	3	1	13
Uniform amount to all counties	2	2	0	4
Uniform amount according to number extension workers per county	1	2	1	4
Other combinations	7	2	0	9

County Government Appropriation 3/

In 35 States, the State law provided that the basis for appropriating county government funds for conducting extension work is optional. In 5 States it is mandatory, and in 5 States it is part mandatory and part optional as shown in Table 22.

Table 22. Bases provided in State law for appropriation of county government funds.

Bases in State law	Number of States			
	Group a - general governing officials	Group b - group provided under law	Group c - group <u>not</u> provided under law	Total
Mandatory	0	3	2	5
Optional	25	7	3	35
Part mandatory and part optional	2	3	0	5
No report	1	0	0	1
Total	28	13	5	46

Sources of County Funds

The source of county funds for financing extension work in the counties is the general fund from the general tax levy in 42 States. Only 5 States use a special tax levy on all property as shown in Table 23.

Table 23. Sources of county appropriation

Sources	Number of States			
	Group a - general governing officials	Group b - group provided under law	Group c - group <u>not</u> provided under law	Total
General fund or general tax levy	26	12	4	42
Special tax levy for extension on all property	3	1	1	5
Other	1 ^x	0	0	1
Total	30 ^x	13	5	48 ^x

* North Carolina uses two sources. Alabama uses money from the general fund and from a portion of the sales tax.

3/ Part of question C1, page 3 and question C3 on page 4 of Part II of the questionnaire were not adequate for summarizing.

County Appropriated Funds Deposited in State or College Treasury

In only 6 States, the county appropriated funds are deposited in the State or College treasury for disbursement on order of the Land-Grant College authorities as shown in Table 24.

Table 24. County appropriated funds deposited in State or College treasury.

Yes	-	6 States - Alabama, Arizona, New Mexico, Ohio, Oregon, Vermont
No	-	35 States
No report	-	5 States
Total	-	46 States

Approval of Land-Grant College for Expenditure of County Funds

In 27 States, the expenditure of funds from county sources requires the approval of the Land-Grant College as given in Table 25.

Table 25. Land-Grant College approval of expenditure of county funds

Yes	-	18 Group a States (General governing officials)
	-	6 Group b States (Provided under law)
	-	3 Group c States (<u>Not</u> provided under law)

Total - 27 States

Specific Allocation of State Funds to Low Resource Counties

Three States - Nevada, New York and North Dakota - appropriate some money to the Land-Grant College for specific allocation to low resource counties in order to equalize extension educational opportunities.

State Appropriated Funds Allocated Directly to Counties

Part of the money appropriated by the State is allocated directly to the counties for financing county extension programs in 8 States, which are as follows:

Alabama	-	Portion of sales tax to each county
Connecticut	-	\$10,000 per county
Delaware	-	Details not reported
New Hampshire	-	Money comes to University but can only be used in counties.
Oregon	-	State duplicates appropriation for extension work up to certain amounts in different counties.
Rhode Island	-	Annual State appropriation to cooperating Bureaus which requires matching.
Texas	-	Recent salary increase on flat rate per person
Wisconsin	-	\$1,500 per county

Local Grants, Gifts, Bequests, etc.

The counties in 28 States are permitted to accept and use funds from local grants, gifts, bequests and so on. Fifteen States do not permit the acceptance of such funds. These data are given in Table 26.

Table 26. Acceptance and use of funds from local grants, gifts, bequests, etc., by the county group.

Permitted to accept and use such funds Kind of use	28 States
General expenses	11 States
Special uses	12 States
Had no such funds	4 States
No report on use	1 State
Not permitted to accept and use such funds	15 States
No experience with such funds	2 States
No report	1 State
Total	46 States

Part I. County Extension Organization

1. Name of State _____
2. With whom in the county does the Land Grant College deal officially in matters relating to the conduct of Extension Work in the county?
(Answer only one of the following)
 - a. If the general governing officials of the county (i.e. board of supervisors, county commissioners, county judge etc.)
Give name _____

 - b. If not the general governing officials of the county but some other group provided for under State law (i.e. Extension Council, Extension Association etc.)
Give name _____

 - c. If neither a. nor b. (i.e. not provided by law) list name and describe briefly _____

Please answer question 3 if question 2b above is answered.

3. Does your State law specify:
 - a. The basis for selection of members of the county group in question 2b above.
(1) Yes _____; (2) No _____
 - b. The number of members of this group
(1) Yes _____; (2) No _____
 - c. The organization pattern of this group
(1) Yes _____; (2) No _____

Please answer questions 4 to 8 if either question 2b or 2c above is answered.

4. Number of members of the county group answered in question 2 _____

5. Term of office _____

6. Number of members appointed or elected each year _____

7. How are members selected? a. Appointed _____; b. Elected _____

8. State briefly below the basis for representation and procedure followed in appointing or in nominating and electing:

All States please answer all of the remaining questions.

9. Frequency of meetings of the county group answered in question 2.

a. Monthly _____; b. Bi-monthly _____; c. Quarterly _____;

d. Annually _____; e. Other (specify) _____

10. Is an executive committee named to act for the county group (answered in question 2)?

a. Yes _____; b. No _____

11. What is the basis for selecting the number of members and functions of the executive committee? Explain briefly below:

a. Basis for selection _____

b. Functions of Executive Committee _____

12. How often does the county executive committee meet?

a. Monthly _____; b. Bi-monthly _____; c. Quarterly _____; d. Other (specify) _____

13. By whom is the Extension policy formed in the county?

(check the most appropriate answer below)

- a. County group (answered in question 2) _____
- b. Land Grant College _____
- c. Land Grant College cooperating with county Extension agents _____
- d. County group and Land Grant College cooperating _____
- e. County group cooperating with Land Grant College and county Extension Agents _____.
- f. Other (specify) _____

14. How are county extension agents selected? (check appropriate answer)

- a. Selected by the Land Grant College _____
- b. Selected jointly by the county group (answered in question 2) from candidates recommended by the Land Grant College _____.
- c. Other (specify) _____

15. To whom are the county extension agents responsible? (check appropriate answer)

- a. Land Grant College _____
- b. Land Grant College and county group (answered in question 2) _____
- c. Other (specify) _____

16. County extension budgets are formulated by (check appropriate answer)

- a. County group (answered in question 2) _____
- b. County budget committee _____
- c. County Extension agents _____
- d. Land Grant College _____
- e. County group cooperating with county Extension agents _____
- f. County group, county extension agents and Land Grant College cooperating _____.
- g. Other (specify) _____

17. County extension budgets are reviewed and approved by (check appropriate answer).

- a. County group (answered in question 2) _____
- b. Land Grant College _____
- c. County group and Land Grant College _____
- d. Other (specify) _____

18. Is there a written agreement between the counties and State Land Grant College for conducting Extension work?

- a. Yes _____; b. No _____

If Yes, please enclose copy when you return this questionnaire.

State

Part II - FINANCING OF EXTENSION WITHIN THE COUNTY

A. Amount and Distribution of Funds Expended for Extension Work for fiscal year 1953-54.

Source of Funds for Extension	:	Total amount of funds used for Extension Work for fiscal year 1953-54	:	Amt. & percent of total Ext. funds spent in the counties in fiscal year <u>1953-54</u>	Range in amount of funds spent in counties by source of funds.	Max. : Min. Amt. spent: Per cent: Av. per co.:per co.:per co.
				Per cent:	Av. per co.:per co.:per co.	
State and Federal Approp.	:	:	:	:	:	:
County Government (Public) Approp.	:	:	:	:	:	:
Non Public funds Please specify	:	:	:	:	:	:
Total	:	:	:	:	:	:

B. Distribution of State and Federal funds to counties.

1. What is your basis or formula for distribution of Federal and State Extension funds to counties for financing extension work. (Check as many as apply).

- a. Uniform amount to all counties
- b. Amount based on geographical area of the county.
- c. Amount based on rural population of the county.
- d. Amount based on the volume of extension work now done in the county in relation to the potential teaching load (population).
- e. Amount based on the ability of the county to appropriate money and pay for extension work.
- f. Amount based on factors determining salaries and promotions.
- g. Uniform amount according to number of extension workers per county.
- h. Amount allocated on basis of need. (Indicate below the basis used for determining need).
- i. Other (specify) _____

2. If a combination of the items in B above constitute the basis or formula for distribution of Federal and State extension funds disbursed to counties, please state briefly how this is done.

C. County Appropriations

- 20 -

1. Indicate in the following table the basis for appropriation of county government funds and the amounts appropriated per county.

Basis for county government fund appropriations for Extension :	Check (<input checked="" type="checkbox"/>) basis applicable in your State	Amount of Appropriation per County
		Specify amount in this column if uniform in all counties
		Specify in these columns if amount is not uniform in all counties
		Minimum : Maximum : Average
Mandatory State Law		
Optional State Law:		
State Law providing for part mandatory and part optional		Amount Mandatory : Amt. Mand. : Amt. Mand. : Amt. Mand.
		Amount Optional : Amt. Op. : Amt. Op. : Amt. Op.
Other basis (Please specify)		

2. Are county appropriated funds deposited in State or College Treasury for disbursement on order of Land-Grant College authorities. (Check) a. Yes _____; b. No _____.

3. The amount appropriated in each county is: (Please check)

- a. Based on property evaluation within the county.
- b. Based on population (rural, farm or total, etc.)
- c. Other (Please specify) _____

4. What is the source of county appropriations in your State? (Please check)

- a. General fund or general tax levy.
- b. Special tax levy for Extension with tax base on all property.
- c. Special tax levy for Extension with tax base on all agricultural property only.
- d. Other (please specify) _____

D. Do expenditures of funds from county sources require land-grant college approval?

1. Yes _____ 2. No _____

E. Is money appropriated by the State to the State College for specific allocation to low resource counties in order to equalize extension educational opportunities?

1. Yes _____ 2. No _____

F. Is any part of money appropriated by the State allocated directly to the counties of the State for financing county extension programs?

1. Yes _____ 2. No _____ 3. If Yes, please explain _____

G. In your State are funds from local grants, gifts, bequests, etc. permitted to be accepted, and used by the county group checked in question 2 of Part I?

1. Yes _____ 2. No _____

H. If yes, for what purposes are such monies used? (Please specify) _____



